

CITY OF REDMOND ARTS COMMISSION
MINUTES

February 10, 2005

Televised Meeting

Public Safety Building – Council Chambers

“Voice the views of the community to Mayor and City Council in reference to all cultural endeavors”

COMMISSIONERS PRESENT: Chairperson Phil Teller, Vice Chair Kay Tarapolsi, Jill Schmidt, Heidi Houghton, Latha Sambamurti, Roy Leban, Katie Innes, Yvette Kirby Waters; youth advocate Julia Marino

ABSENT AND EXCUSED: Youth advocate Nicole Rollofson

STAFF PRESENT: Melna Skillingstead, Arts Administrator; Sandra Bettencourt, Recreation Program Manager; Pam Maybee, Recording Secretary

GUESTS PRESENT: Renee Tanner, Parker Tenney, Ted Pankowski, Dan Riley, Tom Flynn, John Davis, Ann Bouchy, Janice Foster, Keith Dolliver, Connie Cooper

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AGENDA

Note: Bold/italic text denotes Staff and Commissioner follow-up resulting from this meeting.

I. CALL TO ORDER

Chairperson Phil Teller called to order the regular *televised* meeting of the Redmond Arts Commission (RAC) at 7:00 p.m. at the Public Safety Building Council Chambers.

II. APPROVAL OF MINUTES

The Redmond Arts Commission (RAC) minutes of January 13, 2005 were approved with the following amendments:

- Page 6, top of page following motion: Change to read, “The next Arts Education Grant deadline is April 22; the next Organizational Support Grant deadline is June 17, 2005.

Motion for approval of the RAC minutes of January 13, 2005 as amended by:
Commissioner Schmidt
Second by: Commissioner Tarapolsi
Motion carried: 7-0 unanimous

Motion for approval of the RAC *Retreat* minutes of January 24, 2005 as submitted by: Commissioner Schmidt
Second by: Commissioner Waters
Motion carried: 7-0 unanimous

III. ADDITIONS TO AGENDA

General RAC Business:

- Nominations Election Process
- Commissioner Terms and Ex-Officio Members Defined
- Budget
- Percent for Art Requirement for City Council – Bettencourt
- Administrative Assistant Report – Bettencourt

Arts Education:

- New Business: ArtsTime - Schmidt
- New Business: Una McAlinden's Request

IV. ITEMS FROM THE AUDIENCE

A. Seattle Chamber Music Society

Connie Cooper and Keith Dolliver, representing the Seattle Chamber Music Society, announced that five different top-quality chamber music concerts (plus one separate family concert) will be coming to the eastside August 3-12 at Overlake School in Redmond.

- Internationally acclaimed musicians will be performing.
- Picnics provided by a caterer.
- Tickets are \$35 for seats inside the hall (\$7 for family concert, student and senior discounts).
- Concerts will also be broadcast outside on the lawn and are free. Recitals are also free.
- The main concert starts at 8:00 p.m.

Ms. Cooper will email Skillingstead with contact information and more specifics for the City's publications.

Tarapolsi suggested Overlake School could apply for either an Organizational Support Grant or an Arts Education Grant to help bring the Society to Redmond. A Redmond City business license would be needed.

V. GENERAL RAC BUSINESS

A. Chair/Vice Chair

- Chair Teller announced that March 31 would be the end of his term. As of this agenda item, he had not made a decision to request to be reappointed for a second term.
- Tarapolsi and Schmidt met with past Commissioner Chair Rebecca LaBrunerie, who noted the 2003 Annual Report, Letter from the Chair, had the following error: "...attendance increased to 4%." For the record, per Sambamurti's attendance documentation since 2002, the 2003 Annual Report should be amended to read "...attendance decreased to 59.87%."
- Chair Teller introduced the two new Commissioner candidates in the audience: Tom Flynn and John Davis. They will be interviewed by City Council on February 15 and March 15.

B. Spring Meeting Schedule Changes – April/May/June

Commissioners made the following decisions on their upcoming meetings:

- April: Keep the RAC meeting at its original date (second Thursday) (same week as LWSO spring break).
- May: Keep as a regular meeting, held at ORSCC.
- June: Televis in the Council Chambers. *Skillingstead will check on the availability of the chambers for June.*

C. Working Meeting vs. Separate Committee Meetings – Discussion

Leban, Tarapolsi, and Houghton will discuss this topic further offline and bring proposals to Commissioners. They reported only some email discussion had occurred since the retreat. *Report deferred to March meeting.*

D. Task Tracking Process – Discussion

Houghton suggested incorporating two kinds of tracking:

- 1) RAC as a whole: Vice Chair would do a roll call of the tasks at each meeting.
- 2) Individual Tasks: Each person would be responsible to keep track of their accomplished tasks and bring those to a yearly review.

The task tracking process would be decided upon by the next Vice Chair.

E. Arts Commissioner Terms

1. End of Commissioner Term

Schmidt noted that traditionally, a commissioner's term goes for three years from March to March with the option to renew. Schmidt recommended the handbook clarify that outgoing Commissioners should stay through March 31 and new Commissioners starting full term begin after April 1. Being a procedural change, it would require two-thirds (six) votes. *Bettencourt will investigate and report to RAC, with recommendations.*

2. Ex-Officio Status

Houghton recommended an official title be adopted for those ex-commissioners who continue to do work for the Commission. Skillingstead explained that those past commissioners continue working on a project as a volunteer usually because they created it while on a RAC committee.

Staff will investigate policies of other City's boards. It is possible RAC could make up a new policy regarding this.

F. Election Ordinance

Schmidt read the election ordinance that stipulates elections shall be held at the first meeting in February. Also, those ordinances may be amended by a 2/3 majority vote. She pointed out that elections have moved to March, yet terms end in March. It is difficult for new commissioners to choose/vote for nominees they do not know.

Staff made these clarifications:

- Vote should be made in February; however, the Commission can defer voting to the next month if there are circumstances that would influence that.
- Traditionally, the Commission votes by voice vote.
- The Public Meetings Act declares a secret ballot cannot be done.
- Historically, people could be apprehensive about offering their name for nomination.

Bettencourt recommended that when multiple people are running, there should be a written ballot. She also recommended a committee put elections as part of the operational procedures or handbook, as there is no written process to voting in election.

G. RAC Budget

Houghton reported that the 2005 RAC budget did not follow the program percentages, e.g., they were low in Visual Arts. Houghton believed that when budget is presented to Council, an explanation would be needed regarding this. She urged the Commission to not let that happen again in the next budget. In a RAC program review, Commissioners should decide what role Visual Arts play in priorities.

Schmidt proposed Commissioners consider whether or not the percentages given by Council are working.

Discussion:

- The budget has been approved; staff shapes the recommendations. City Council gives flexibility to work with changing percentages. (Bettencourt)
- Mention in the Annual Report the shifting of percentages, which would provide education to Council. (Bettencourt)
- Give this information to Council, to inform them as a courtesy that RAC would be tracking percent usage. (Schmidt)
- Review the last two biennium to track why the budget is off now. (Houghton)
- Spending has been at top of range for other programs, which has left a deficit in the Visual Arts acquisition, and administrative costs subtracted from the overall budget impact the amount of funds available to do programs. (Skillingstead)
- Write a report to Council (vs. an Audience Item). (Bettencourt)

Presenting to Council will be an action item on RAC March agenda.

H. Call for Chair and Vice Chair Nominations & Elections

Nominations for the RAC Chair and Vice Chair occurred via email. They were: Chair: Phil Teller, Roy Leban; and Vice Chair: Yvette Kirby Waters. Commissioners voted by ballot. Staff counted and announced the results for the 2005-2006 RAC offices:

- Chair: Commissioner Leban
- Vice Chair: Commissioner Waters

I. Una McAlinden's Request

Leban reported that Una McAlinden, Executive Director of Arts Education of WA (and past RAC Commissioner), requested the Commission's endorsement to get better art into 13 schools from Bothell to Olympia by giving them copies of the curriculum books (once they are done). She requested that RAC agree with the idea so she could have backing when approaching her board. Leban suggested giving copies of the books at cost.

Bettencourt explained the books are from City funds. Currently a slight cost break is provided for purchases of multiple copies of the manuals. Schmidt suggested printing books in black and white, with the color pictures on the web site (to cut printing costs).

Motion for approval to endorse Una McAlinden's work as requested by:

Commissioner Leban

Second by: Commissioner Tarapolsi

Motion carried: 8-0 unanimous

J. ArtsTime

Schmidt reported that Leban offered to do a poster for ArtsTime to accompany her lesson; however, due to limited time, a poster may be considered for future presentations instead. Schmidt will choose a lesson; she and Houghton will attend the ArtsTime in South Seattle in March. *Commissioners may give any input/ideas to Schmidt. Schmidt will make up a lesson for Leban. Leban will get the K-2 book done.*

VI. Arts Education / Grants

A. Organizational Support Grant Final Report Presentations

1. SecondStory Repertory

Parker Tenney, interim Development Director, distributed materials and gave an organizational overview, as well as the 2003-04 season report of their accomplishments. She thanked Commissioners for the grant funding of \$1,500.

2. Eastside Symphony

Ann Bouchy, Board President of Eastside Symphony, gave a brief history of the organization and a software presentation of their final report for the 2003-04 season. Future goals and their financial picture were presented. She thanked RAC for their continued support and contribution of \$1,500.

3. Eastside Association of Fine Arts (EAFA) – Ted Pankowski

Ted Pankowski and Dan Riley, representatives of EAFA, thanked the Commission for their financial support of \$1,500. Materials of EAFA's report were distributed, as well as a prospectus for their Members' Show. Mr. Pankowski invited Commissioners to have a presence at their show, e.g., the RAC Chair or the Mayor could present the award. The show would be held Saturday, May 5 at 5:00 p.m. *He will send information to Skillingstead regarding joining their organization.*

B. Funding

None

C. New Business

None

D. Youth Advocate Report

Marino presented results of a consensus/survey she conducted among 60 teens (ages 14-19) regarding a teen gallery at City Hall:

- 80% approved

- 20% wanted art in places for other kids, not adults.
- Not theme based; rather, free work.

Jerzee's Coffee House manager expressed interest in having a gallery upstairs. Jitters Coffee House also has wall space.

VII. Performing/Literary Arts

A. Project Status

1. Site Specific Performance

Sambamurti gave the requirements for 4Culture's site-specific performance to be held under the King County Performance Network label:

- Must perform in Redmond
- Must provide matching funds by each hosting city

It is uncertain whether or not RAC can come up with sufficient matching funds to have a site specific performance in Redmond. *Sambamurti will update RAC as information becomes available.*

2. Winter Performance Series Update

The final Winter Performance Series show will be Saturday, 2/12/05 at 7:00 p.m., Rose Hill Junior High. There was record attendance at the first two shows. Sambamurti believed attendance was driven by a higher caliber of artist performances, as well as extensive marketing via flyers and on the Internet. She expressed thanks to all artists, sponsoring businesses, 4Culture, and RAC volunteers for their contributions.

3. Arts in the Parks Final Confirmed Schedule

Sambamurti distributed a spreadsheet containing dates, artists, and venues of the 2005 Arts in the Parks performances:

- Five performances at Anderson Park, four at Microsoft
- One at Redmond Town Center
- One at Derby Days Annual Parade (Latin-American dancers and Teller's art car)

Arts in the Parks brochures are being designed, and will be ready by the first part of May.

Leban suggested coordinating a performance relating to the new City Hall opening. Houghton and Sambamurti had planned to discuss this possibility.

B. Marketing

None

C. New Business

1. Babes in Arms – Discussion

The statement “No babes in arms” is listed in the 2005 Winter Performance Series brochure. Sambamurti agreed with some Commissioners who suggested relaxing this restriction to just making an announcement at the beginning of the performance (along with the general announcements). The exception would be if a specific performer made a request for no babes in arms.

VIII. Visual Arts

A. City Hall Art Proposals Presentation

Renee Tanner, 4Culture, is the public art consultant for the new City Hall’s two art projects:

- 1) Glass art for the City Hall entrance (Ed Carpenter, artist)
- 2) Art for the east façade of the parking garage (Blue McWright, artist/Warren Wagner, architect)

Through a software presentation, Ms. Tanner showed “River and Rain,” McWright and Wagner’s concept design to be constructed in the east wall of the garage. The artwork consists of seven rain-chain sculptures with leaders made of boat forms, linked by bronze oar locks. Ground level has two artwork screens depicting shapes of the Sammamish River, historic and present. It is scheduled to be completed in November 2005, the same time as the garage.

Ed Carpenter’s glass façade for the new City Hall is 150 feet long, 30 feet high, and 15 feet wide, containing six- to 30-foot glass rods, simulating reeds growing out of the water (pool), extending into the lobby. Carpenter calls it an “organic piece.” Commissioned at \$160,000, it is scheduled to arrive at the same time as the finished building (the artwork may not be done at move-in date, however). The metal panel for the curved wall behind the glass is still to be determined; appropriate material is being researched.

Commissioners’ questions, with Cindy Eden’s (Wright Runstad) responses:

- Concern for children climbing the chains of the River and Rain design; ask Risk Management to review. Use a different bottom part to chain to discourage climbing. (Leban)
 - Public art is subject to Tech Committee review, which includes Risk Management. (Edens)

- Insert a text legend in the art, i.e., interpretive material permanently ingrained to explain the history. (Leban)
 - Artists expect a plaque. To put text into the art would significantly change the art. Plaques can match the building signage reflecting the artist's story. (Edens)
- Lighting on the City Hall artwork:
 - Wright Runstad's budget addresses that. They are working with Craig Marquart, designer, who will decide the lighting. A proposal will be forthcoming.

The Design Review Board will be reviewing the projects on 2/17/05, and Council's review is the first week of March. Edens asked for RAC's endorsement, e.g., to send a letter.

Motion for approval to send a letter from the RAC to the Design Review Board, with a copy to City Council, endorsing the two art projects by:

Commissioner Tarapolsi

Second by: Commissioner Schmidt

Motion carried: 8-0 unanimous

Ms. Tanner will forward a template to Waters, who will draft the letter. Waters will send to Skillingstead on Monday for review.

B. Andrew Carson Site Recommendations

Postponed to March meeting. *Leban and Tarapolsi will discuss with Carson prior to next month.*

C. Grass Lawn Art Update

Houghton reported "The First Pitch" sculpture has been installed at Grass Lawn Park. Dedication will be May 14, at 11:00 a.m. The public is welcome, especially City Council, Mayor Ives, Grass Lawn Park neighbors and sports team users. *A Commissioner will attend a Council meeting to invite council members. Staff will check on availability of a mailing list to neighbors. Invitations would be mailed to past councilperson Holly Plackett and past Arts Commissioner Regina Riley, who both live close to the park.*

D. New Business

None

E. Staff Report

1. Dove Lady

Skillingstead reported that Donna Minor, owner of *Dove Lady*, has been contacted to let her know the City was unable to purchase the piece. Skillingstead

gave her other names to contact, and offered assistance to contact the media should she be interested.

IX. OPEN FORUM DISCUSSION

A. 3-5 Year Plan

Postponed.

B. Retreat Handbook Follow-Up Discussion

Schmidt, Waters, and Houghton organized all the notes from Commission retreat input and arranged in order. Schmidt will email the list of contents to all for review. Commissioners should expect discussions in the future regarding unresolved, unclear conflicting issues.

Schmidt proposed two ways to proceed:

1. Schmidt and Houghton write the handbook with Commissioners' development editing (where issues are discussed similar to a retreat).
2. Bring up issues as they proceed writing the handbook, taking 20-30 minutes at RAC meetings over 6-8 months to discuss. Then the information would be distilled and put in the handbook to reflect RAC and the City.

Waters suggested making the handbook modular: review topics in smaller portions. The developmental editing would focus on accuracy, logic, and completeness on the content within that module. Leban proposed Schmidt and Houghton come to RAC for direction on major issues that are unclear.

Commissioners agreed that Schmidt and Houghton should go through the handbook as they can; when objects and issues come up, they would bring them to RAC.

C. Arts in the Parks Discussion

Postponed.

D. Percent for Art Project Plan

Bettencourt stated the Commission is responsible to report the percent for art project plan for the year, which is currently done in the Annual Report. This is in conflict with verbiage in the ordinance. As part of the RAC Handbook review, when the percent for art ordinance is addressed, it would need to change to reflect how the percent for arts programs are reported. The essence is being met through the Annual Report, as well as presenting art components to City Council for their approval. However, staff recommended keeping a binder, so that when RAC would like to make a change, they would do it all at once before Council.

E. Supplemental Position Re-allocation

Bettencourt announced staff has been successful in re-allocating funds to support a supplemental position to assist Skillingstead. Through the general fund dollars, an 18-hour/week supplemental administrative assistant position was posted as of today. This position would assist Skillingstead with her existing workload on administrative tasks.

X. MOTION TO ADJOURN

Motion to adjourn by: Commissioner Schmidt

Second by: Commissioner Tarapolsi

Motion carried: 8-0 unanimous

The meeting adjourned at 9:50 p.m.

Minutes prepared by Recording Secretary, Pam Maybee

NEXT REDMOND ARTS COMMISSION MEETING:

March 10, 2005

Old Redmond School House Community Center

7:00 p.m.

Redmond Arts Commission

Meeting: February 10, 2005

Audience Present

Please note: Information provided at this public meeting becomes part of the City's permanent record.

NAME	ADDRESS	PHONE
Renee Tanner	4Culture 506 2 nd Ave, #200 Seattle, 98104	206-296-8692
Parker Tenney	SecondStory Repertory 16587 NE 74 th Redmond, 98052	425-881-6777
Ted Pankowski	EAFA 7728 238 th SE Woodinville, 98072	425-486-5741
Dan Riley	1437 159 th SE Bellevue, 98008	425-213-3880
Tom Flynn	17902 NE 101 st Ct Redmond, 98052	425-497-2002
Ann Bouchy	10436 SE 20 th St Bellevue	425-462-5231
Janice Foster	17815 NE 33 rd St Redmond	425-883-8462
Keith Dolliver	One Microsoft Way Redmond 98052	425-703-6782
Connie Cooper	10 Harrison St, #306 Seattle 98109	206-283-8710